




Navy and Marine Corps Mishap and Investigation Reporting Manual Consolidation Project

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Navy/ Marine Corps Mishap & Safety Investigation Reporting Manual

- Mishap and Investigation Reporting
 - Past
 - Present
 - Future



Navy/ Marine Corps Mishap & Safety Investigation Reporting Manual Past

**USN
5102.
1**

**USN/US
MC
3750.6**

**USMC
P5102.
1**

Navy/ Marine Corps Mishap & Safety Investigation Reporting Manual Past

**USN
5102.
1**

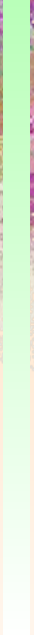
**USN/US
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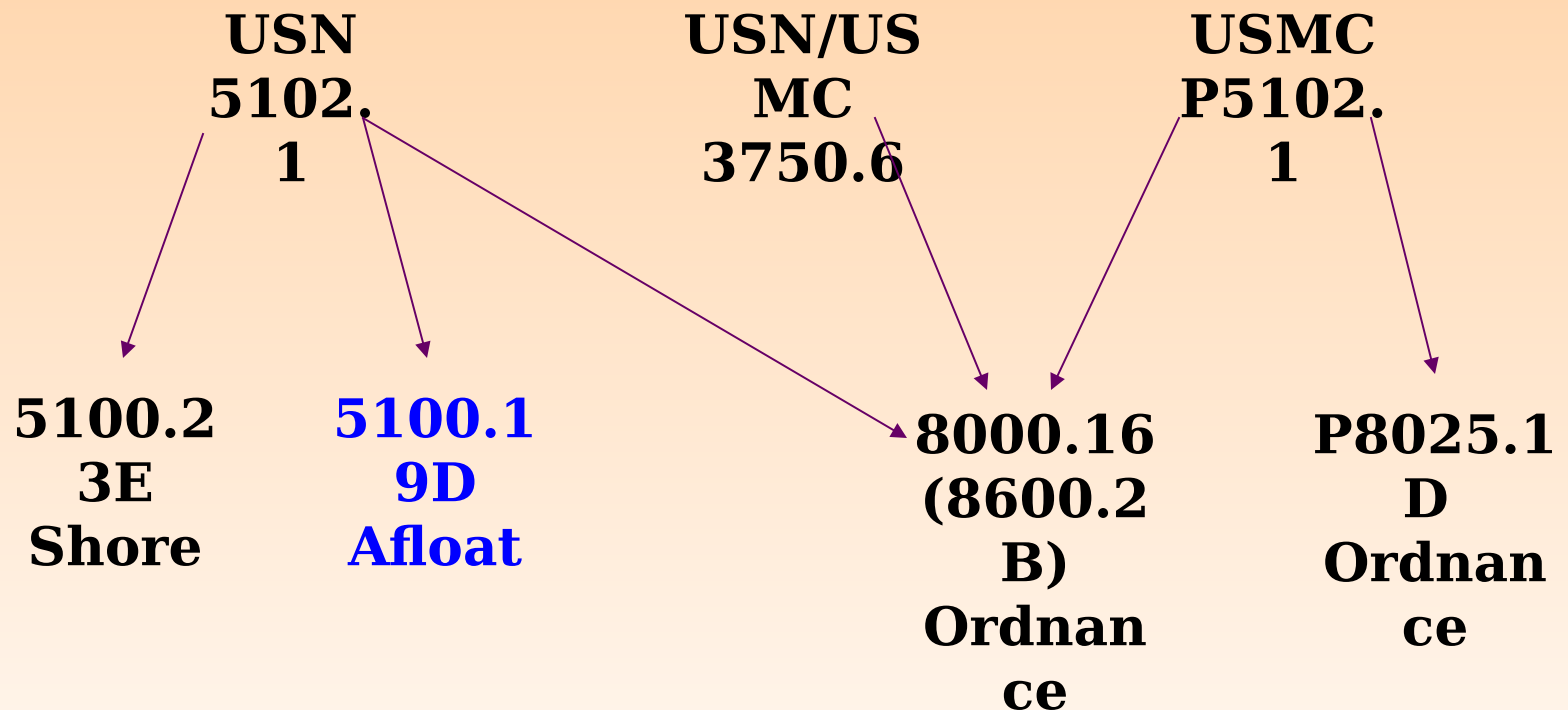
**8000.16
(8600.2
B)
Ordnance**

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Ordnance**

A vertical strip of a colorful, abstract, textured pattern, likely a detail from a larger artwork. The pattern features a dense mix of colors including red, orange, yellow, green, blue, and purple, with a grainy, painterly texture. The strip is set against a solid black background.

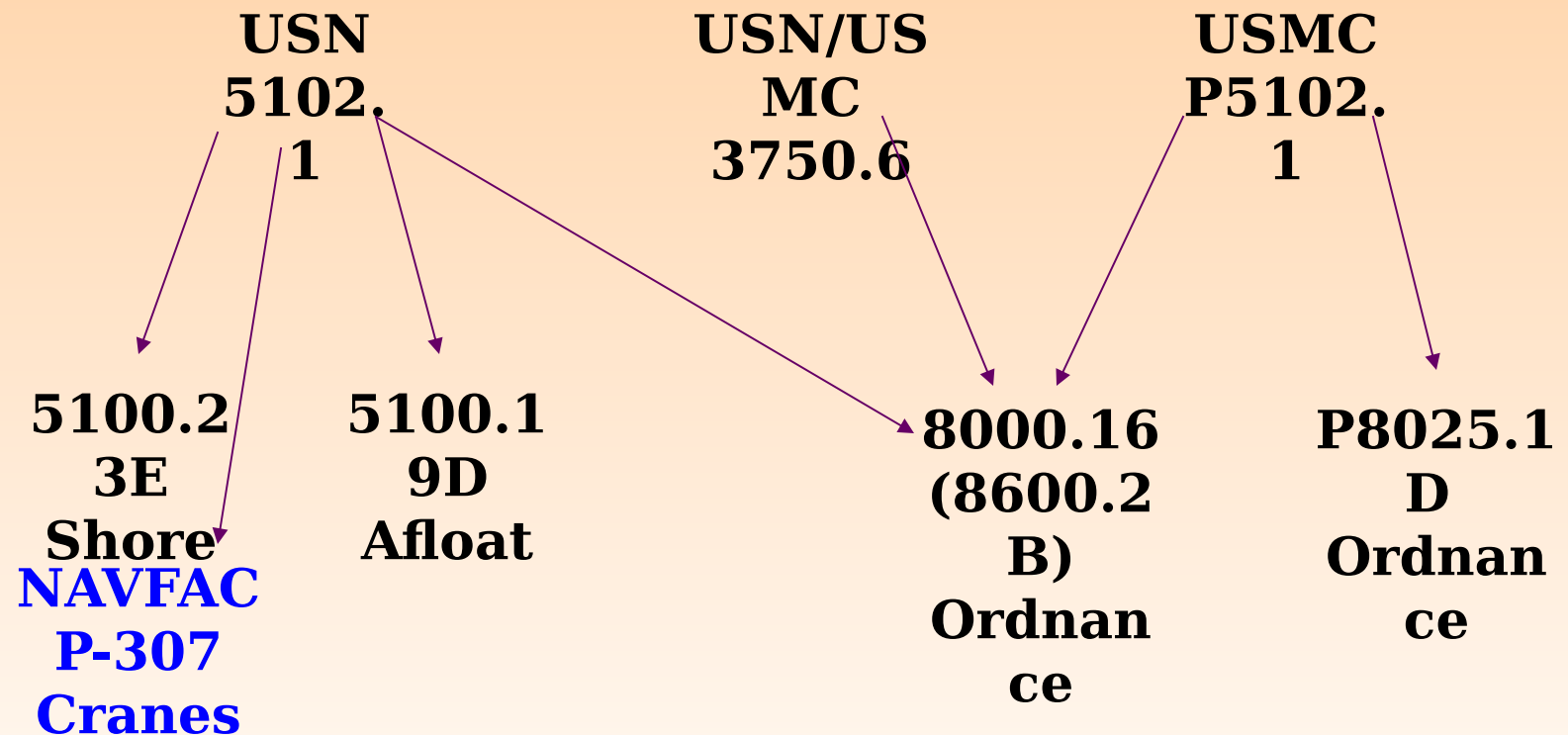


Navy/ Marine Corps Mishap & Safety Investigation Reporting Manual Past

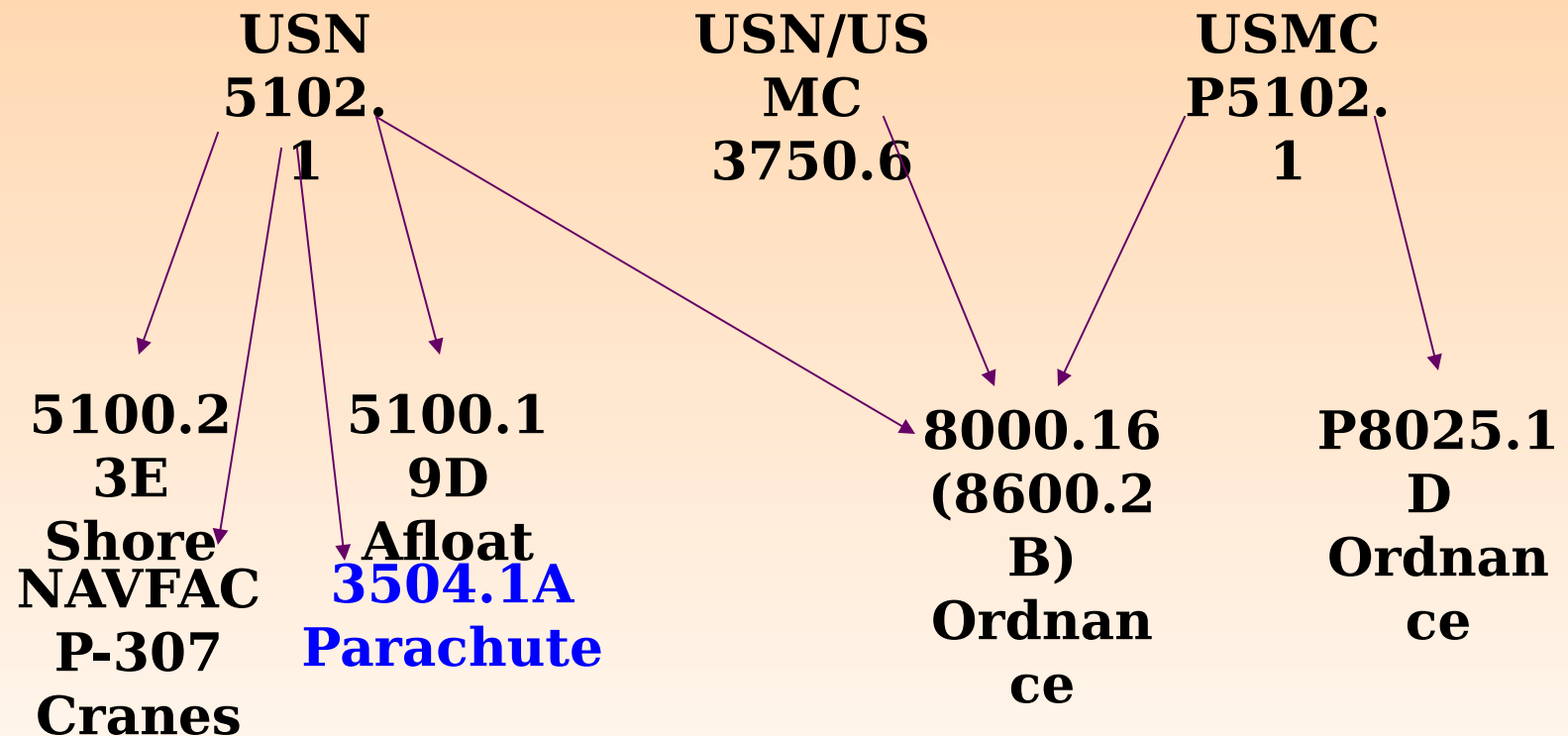


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Past



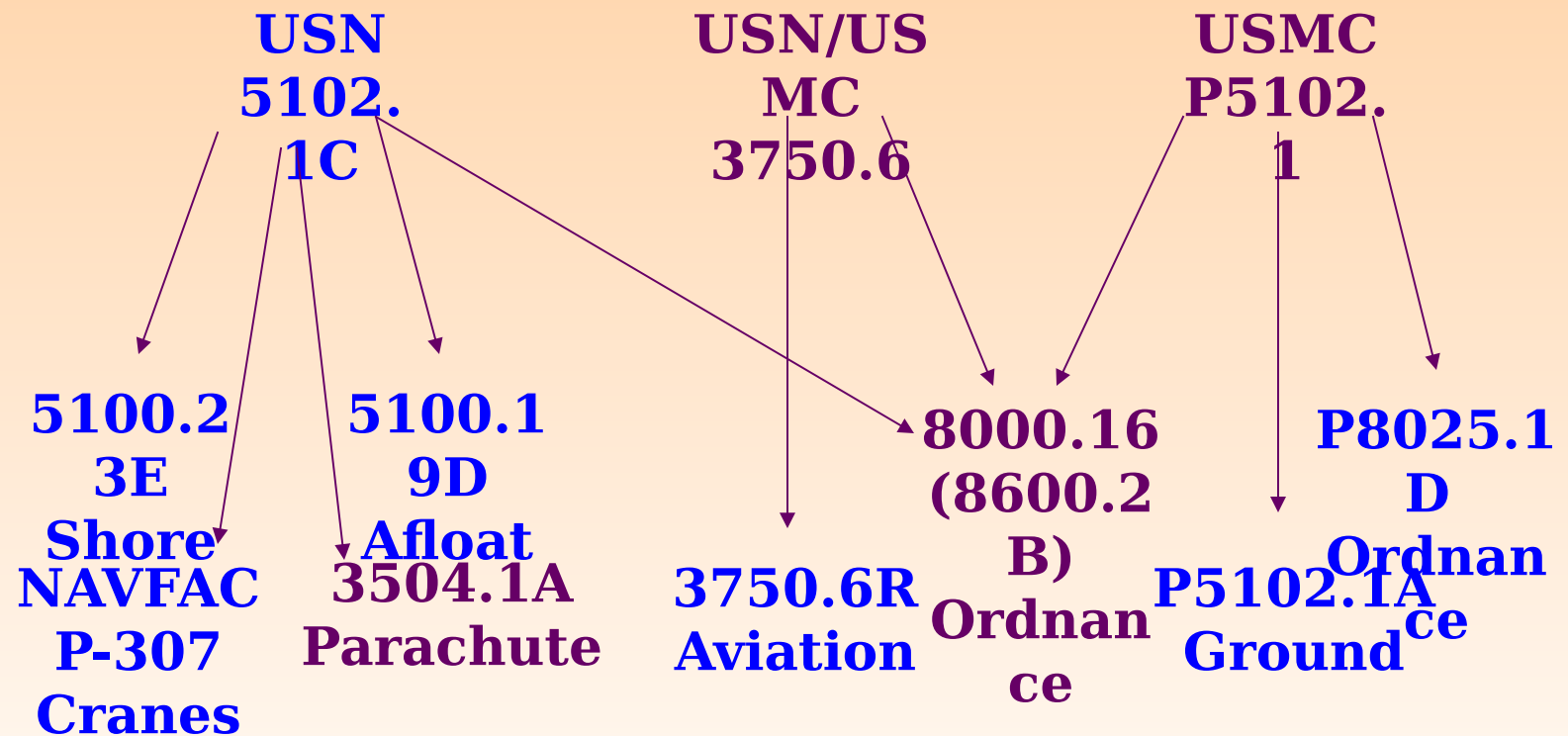
Navy/ Marine Corps Mishap & Safety Investigation Reporting Manual Past




A vertical strip of a colorful, abstract, pixelated pattern, likely a detail from a larger image. The pattern consists of various shades of purple, blue, green, and yellow, arranged in a dense, irregular, and somewhat chaotic manner. The overall effect is reminiscent of a digital or pixelated artwork.

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Past




**115 Messages, Reports
& Forms**



Navy/ Marine Corps Mishap & Safety Investigation Reporting Manual Present

- **Policy Directives Increased from 3 to 8**
- **Created Confusion**
 - **Dissimilarities**
 - **Conflicting Information**
 - **Terminology Differences**
 - **Inability to Determine which Directive to Use**



Navy/ Marine Corps Mishap & Safety Investigation Reporting Manual Present

- **Inconsistencies Regarding When & How Mishaps are to be investigated or Reported.**
- **Additional Inconsistencies Compounded Joint Service Safety Investigations**
- **Inconsistent Application of Policy Created Problems Defending Investigation Reports In Federal Court**
- **Electronic Access Not Fully Implemented**

Navy/ Marine Corps Mishap & Safety Investigation Reporting Manual Present

- **Types of Investigations**
 - **Unit/Command Safety Investigations.**
 - **Safety Investigation Boards (SIB)**
 - **Directed Safety Investigations**
 - **Judge Advocate General Manual (JAGMAN) Investigations**
 - **Criminal and Security Investigations**
 - **Investigation by Other Agencies**
 - **OSHA, NTSB**
 - **EMS, fire departments, law enforcement**
 - **Inter-Service Mishap Investigation Requirements**
 - **STANAG 1179 (NOTAL)**


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Present

- **SECNAV (I&E) Task CNO(N09F) in 1998 to Conduct a Comprehensive Review of USN/USMC Mishap & Investigation Reporting Policy**
- **OBJECTIVE:**
 - Establish a single reporting policy directive
 - Standardize terminology and procedures
 - Reduce the number and type of mishap/investigation reports and forms

Navy/ Marine Corps Mishap & Safety Investigation Reporting Manual Present

- **OBJECTIVE (Cont'd):**
 - Create minimal number of report categories
 - Create a simpler reporting process for the customer
 - Standardize responsibilities to develop a unified naval process (Improves federal court defense)
 - Standardize Record of Disposition
- **Meet DON Requirements for:**
 - NMCI, WEN
 - TF Whiskey
 - Privatize Act, FOIA, 508



Navy/ Marine Corps Mishap & Safety Investigation Reporting Manual Present

- Maximize IT-21 & DMS Technology**
- Improve Report Submission**
- Standardize causal/human factor data**
- Electronic data entry**
- Improve dissemination of data analysis**
- Validate Data & Addressees**
 - Validate users requirements of data**
- Develop review & improvement process to maintain standardized reporting**

Navy/ Marine Corps Mishap & Safety Investigation Reporting Manual Present

- **Memorandum of Agreements:**
 - **CNO (N09F)/CMC(SD) - May 1997 (3)**
 - **COMNAVSAFECEN/COMMARCORSYSCOM (PMAM) - July 1998 (2)**
 - **COMNAVSAFECEN/NCIS - April 2001 (1)**
(Copy provided in new Manual)
 - **Joint Service Safety Chiefs - May 2001 (1/2)**
(Copy provided in new Manual)
 - **1984 Memorandum of Understanding Between the Departments of Justice and Defense Relating to the Investigation and Prosecution of Certain Crimes.**

Navy/ Marine Corps Mishap & Safety Investigation Reporting Manual Future

- **OPNAVINST 5102.1D/MCO P5102.1B (Less Aviation) Cancellation:**
 - **OPNAVINST 5102.1C-Afloat/Aviation/Shore-USN**
 - **MCO P5102.1A - Ground-USMC**
 - **OPNAV 5100.19D Chapter A6- Afloat-USN**
 - **OPNAV 5100.23E Chapter 14 - Shore-USN**
 - **OPNAV 3750.6R - Aviation-USN/USMC (ORD)**
- **Changes Completed:**
 - **OPNAV 8600.2B Afloat/Aviation/Shore-USN/USMC**
 - **OPNAV 3504.1A - Afloat/Shore-USN (Parachute)**

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- **OPNAVINST 5102.10 (13 Reports, Forms & Memorandums)**
 - Advice to Witness (Memorandum)
 - Advice to Witness - Promise of Confidentiality (Memorandum)
 - Quarterly Report of Navy Civilian Occupational Injuries and Illnesses (OPNAV 5102/8)
 - Conventional Ordnance Deficiency Report (DD-FM&P (AR 1020(5102))
 - Diving Mishap/Hyperbaric Treatment/Death Report (OPNAV 5102-5
 - Dispensary Permit (OPNAV 5100/9)
 - Explosive Mishap Report (DD-FM&P(AR) 1020(5102))
 - Log of Navy Injuries and Occupational Illnesses (Local Form 5102/7)
 - Material Property Damage Mishap Report - MPD (OPNAV 5102-2)
 - Motor Vehicle Mishap Report (OPNAV 5102-4)
 - Off Duty, Athletics and Home Safety (RAHS) Mishap Report (OPNAV 5102-10)
 - Personnel Injury/Fatality/Occupational Illness Report - PID (OPNAV 5102-1)
 - Safetygram (OPNAV 5100/9)

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Future

- **MCO P5102.1A (7 Reports and Forms)**
 - **Advise to Witness (OPNAV 5102/10)**
 - **Advise to Witness - Promise of Confidentiality) (OPNAV 5102/11)**
 - **Ground Hazard Report (Report Symbol 5102)**
 - **Ground Mishap Safety Investigation Report (SAFEREP) (Report Symbol 5102)**
 - **Ground Mishap Safety Investigation Report (SAFEREP) Endorsement (Report Symbol 5102)**
 - **Mishap Logbook Entry Worksheet (NAVMV 11429)**
 - **Mishap Summary (NAVMV 11430)**

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- **OPNAV 5100.19D-13 (Future Reports and Forms)**
 - Advise to Witness (OPNAV 5102/10)
 - Advise to Witness - Promise of Confidentiality (OPNAV 5102/11)
 - Afloat Mishap Investigation Report - MIR (OPNAV 5102-7)
 - Afloat Mishap Investigation Report Endorsement - MIRE (OPNAV 5102-7A)
 - Afloat Mishap Investigation Report - MIR Inventory of Evidence (No Report Symbol)
 - Afloat Mishap Report (OPNAV 5102-6)
 - Conventional Ordnance Deficiency Report - CODR (DD FM&P(AR) 1020(5102))
 - Diving Mishap Report/Hyperbaric Treatment (OPNAV 5102-5)
 - Diving Mishap Report without Hyperbaric Treatment (OPNAV 5102-5)
 - Explosive Mishap Report - EMR (DD-FM&P(AR) 1020(5102))
 - Internal Mishap/Near Mishap Investigation Report (No Report Symbol)
 - Motor Vehicle Safety Report (OPNAV 5102-4)
 - Off Duty, Athletics and Home Safety (RAHS) Mishap Report (OPNAV 5102-10)
- **Chapter A6 Available** (Less Mishap/Safety Investigation Reporting)

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Future

- **OPNAV 5100.23E (9 Reports and Forms)**
 - **Advise to Witness (OPNAV 5102/10)**
 - **Advise to Witness - Promise of Confidentiality (OPNAV 5102/11)**
 - **Annual Report of Navy Civilian Occupational Injuries and Illnesses (OPNAV 5102/8)**
 - **Dispensary Permit (OPNAV 5100/9)**
 - **Interim Report of Mishap (5100)**
 - **Log of Navy Injuries and Occupational Illnesses (OPNAV 5102/7)**
 - **Report of Traumatic Injury (No Report Symbol)**
 - **Safety Report (OPNAV 5102/9)**
 - **Shore Safety Investigation Report (OPNAV 5102-11)**
- **Chapter 14 Available** (Less Mishap/Safety Investigation Reporting)

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Future

- **OPNAV 3750.6R (2 Reports)**
 - Conventional Ordnance Deficiency Report - CODR (DD FM&P(AR) 1020(5102)
 - Explosive Mishap Report - EMR (DD-FM&P(AR) 1020(5102)
 - Consolidated by IC Chg 2-5 to OPNAV 5102.1C
- **OPNAVINST 8000.16 (8600.2B) (2 Reports)**
 - Conventional Ordnance Deficiency Report - CODR (DD FM&P(AR) 1020(5102)
 - Explosive Mishap Report - EMR (DD-FM&P(AR) 1020(5102)
 - Consolidated by IC Chg 2-5 to OPNAV 5102.1C
- **OPNAV 3504.1A (2 Reports)**
 - Parachute mishaps
 - Air Drop ?????

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- **Areas Under Review (Preliminary Indications):**
 - **LASER/RF Reporting** (CNO N454/CMC(SD)/BuMed)
OPNAVINST 5100.27/MCO 5104.1A
 - ✂️↓ Shore Only Using Safety Process to Report
 - **Crane Mishap and Investigation Reporting** (NAVSEA/NAVFAC) NAVFAC P-307
 - ✂️↓ Duel Mishap Reporting
 - ✂️← Reviewing Investigation Process
 - **Fire Investigation Reporting** (NAVFAC)
 - ✂️↓ Reviewing for Privilege Information Controls
 - **High Risk Training** (MCCDC)
 - ✂️↑ Awaiting MCO 51XX.XX
 - **Ordnance Malfunction Report** (PMAM?) MCO 8025.1D
 - ✂️← Reviewing Malfunction Report Process
 - **Radiation Reporting (CMC (SD))**

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Future

- **Web Based Reporting Initiatives**

- **INJTRAK - Naval Safety Center (OSH)**
- **EMR/CODR Reporting - NAVAIR (Maintenance)**
- **Distance Support Live Link - NAVSEA (BG)**
- **Unified Incident Reporting System - PGS, Monterey**
- **Mobile Incident Reporting System - DoD (Intermec)**
- **INJTRAK - CINCLANTFLT (OSH)**
- **MARTRAK - MARFORPAC (KPMG) (Ground)**
- **FLASH - 1st MAW (Aviation/Ground)**
- **Mishaps Reporting - MARFORRES**
- **Data Reporting - NAVFAC**
- **Data Reporting - Naval District Washington DC**

Navy/ Marine Corps Mishap & Safety Investigation Reporting Manual Future

- **Virtual Interest Groups (VIG) for Safety**
 - **SECNAV VIG for Safety**
 - **COMNAVSAFECEN Executive Agent**
- **Partnership's (Protect privilege process)**
- **Provide Data Dictionary and Protocol**
- **Objective Long Term (single reporting process)**

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Future

- **Standardize terminology and procedures for mishap & safety investigations reports**
 - **Eliminates confusion as personnel are transferred from one assignment to another (sea/shore)**
 - **Help establish a single voice in discussing investigation and mishap information**
 - **Standardization will provide stronger defense in federal court and project a defined front investigation process**

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Future

- **Create number of report categories**
 - **Safety Investigation Reports (SIREP)**
 - **Event Reports (EVRPT)**
 - **INJTRAK (optional)/MARTRAK (mandatory)**
 - **Hazard Reports (HR) - New requirement**
- **Deliverable Product (Make Tracking Available)**
 - **Mishap Notice released w/5 days of SIREP**
 - **Track Recommendation(s)/Action Office(s)**
 - **Controlling Authority updates due every 90 days**
 - **Close-out w/3 days of last endorsement**
 - **Lesson Learned w/5 days after close-out**

Navy/ Marine Corps Mishap & Safety Investigation Reporting Manual

- **Major Changes: Future**
 - **All Class A/B on/off-duty on-base will be reported via a SIREP (SIB for Class A & selected Class B)**
 - **Death during or occurs within 1 hr of PT will be investigated by an SIB**
 - **SIB senior member/composition:**
 - **Mandatory senior member be at the mishap scene**
 - **Afloat will require 3 commissioned officers**
 - **Marine Corps requires senior member be a commissioned officer**
 - **Shore may use a senior OSH professional as senior member**
 - **Senior member CANNOT be from activity owning the mishap unless senior to Commanding Officer**

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Future

- **Major Changes:**

- **Personnel Cost (COMNAVSAFECEN will apply standard cost for fatalities, injuries and labor cost)**
- **Property is destroy & not replaced (COMNAVSAFECEN w/appropriate FLT, SYS or MARFOR will determine major acquisition cost - ship, plane, building, etc.)**
- **Equipment and property damage cost provided by customer**

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- **Major Changes:** Future
 - **Message format**
 - **Afloat, ground, & shore use same reporting process/report**
 - **Divided into 2 parts**
 - **Part I - factual information (EVRPT) Non-Privileged**
 - » **Short summary of mishap**
 - » **International Classification of Disease Code (ICD)**
 - » **Provide transfer location information under lost work days**
 - **Part II - deliberative process (SIREP) Privileged**
 - **Action agencies must acknowledge within 10 days assigned actions and provide POA&M, POC and ensure completion date included**
 - **ORM Questions**

Navy/ Marine Corps Mishap & Safety Investigation Reporting Manual Future

- **Major Changes:**
 - **Recording Keeping**
 - **Commands maintain for 5 years**
 - **SIREP, EVRPT, electronic/paper logs**
 - **All SIB notes & documentary evidence forward to CNSC**
 - **Memorandum of Agreement (included)**
 - **NCIS/COMNAVSAFECEN**
 - **Joint Service Safety Chiefs**
 - **Many other changes which are minor in nature**
 - **Contractor Mishaps**

Navy/ Marine Corps Mishap & Safety Investigation Reporting Manual

• Time Table Future

- Draft Single Reporting Manual - Spring 2002
- Selected Independent Review - Spring 2002
- Commence Fleet Review - Spring 2002
- Submit Data Analysis Reports - Spring 2002
- Fleet Comments Due - Spring/Summer 2002
- Final Draft - Summer 2002
- CNO (N09F)/CMC (SD) Signatures Summer 2002
- Implementation - Summer 2002
- Web Based INJTRAK w/Lost Time/Work Days Cases - Summer 2002

Navy/ Marine Corps Mishap & Safety Investigation Reporting Manual Future

- **Phase II Objectives**

- **Virtual Interest Groups (VIG) for Safety**
 - **SECNAV VIG for Safety**
 - **COMNAVSAFECEN Executive Agent**
- **Validate data elements of each report - Fall 2002**
- **Commence Aviation migration into the Navy/Marine Corps Mishap & Safety Investigation Reporting Manual - Winter 2002**
- **Incorporate MARTRAC & all appropriate SIREP & EVRPT into web base reporting - Dec 2003**



Navy/ Marine Corps Mishap & Safety Investigation Reporting Manual Consolidation Project

Q & A



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COMNAVAIRSYSCOM
23 January 2002



Navy and Marine Corps Mishap and Investigation Reporting Manual Consolidation Project

MARFORPAC
5 February 2002



Navy and Marine Corps Mishap and Investigation Reporting Manual Consolidation Project

Marine Corps Ground Safety Meeting
11 - 12 February 2002



Navy and Marine Corps Mishap and Investigation Reporting Manual Consolidation Project

Professional Development
Conference

12 - 15 February 2002



Navy and Marine Corps Mishap and Investigation Reporting Manual Consolidation Project

Distance Support Live Link Meeting
2 April 2002



Navy and Marine Corps Mishap and Investigation Reporting Manual Consolidation Project

Naval Ordnance Maintenance
Management Program Working
Group Meeting

16 - 17 April 2002